



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, December 4, 2013 at 1:30 p.m.
PLACE:	861 Silver Lake Blvd., Conference Room C, Second floor, Dover, Delaware
MINUTES APPROVED:	January 15, 2014

MEMBERS PRESENT

Kenneth Freemark, RA, Professional Member
Kevin Wilson, RA, Professional Member, Secretary
Prameela Kaza, Public Member
Peter H. Jennings, RA, Professional Member
John Mateyko, RA, Professional Member, President
Joseph Schorah, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Patricia Davis-Oliva, Deputy Attorney General
Meaghan Jerman, Administrative Specialist II
Robert Powers, Administrative Specialist II

ABSENT

Richard Wertz, RA, Professional Member
Elizabeth Happoldt, Public Member

OTHERS PRESENT

Nancy Payne, AIA Delaware
Dave Pedersen, Delaware Technical and Community College
Bobbi Barends, Delaware Technical and Community College

Call to Order

Mr. Mateyko called the meeting to order at 1:40 p.m.

Review and Approval of Minutes

The Board reviewed the minutes of the November 6, 2013 meeting. Mr. Jennings made a motion to accept the minutes as presented, seconded by Mr. Freemark. The motion passed unanimously.

Unfinished Business

Discussion on Draft Project Agreement from Delaware Tech for Service Learning Project with Ocean View Historical Society

Mr. Mateyko provided a brief summary on the history of the Memorandum of Understanding (MOU) between Delaware Tech and the Board concerning their Service Learning Project. Bobby Barends, Dean of Instruction at Delaware Tech and David Pedersen, R.A, ET Instructional Coordinator and AET Lead attended the meeting on behalf of Delaware Tech. Ms. Barends explained the selection process of the Ocean View Historical Society and clarified that Delaware Tech has shared the Project Agreement with the Ocean View Historical Society as a courtesy to the Board. Mr. Mateyko and Board members explained their concerns regarding the project deliverables to Ms. Barends and Mr. Pedersen. Ms. Davis-Oliva, Deputy Attorney General for the Board, confirmed that per the Board approved MOU, deliverables could be provided to the Ocean View Historical Society. The Board discussed their concerns regarding the possible future transfer of documents at length. Delaware Tech reiterated their understanding that these deliverables would not be used for real world use. Ms. Barends assured the board that Del Tech is aware of the Board's concerns and that they have made every effort to mitigate these concerns. Ms. Barends stated that Delaware Tech values and appreciates the Board's support of the project and that they look forward to sharing the student's accomplishments with the Board.

Discussion/Status of Sussex County Permitting Code

Ms. Jerman shared that she was not aware of any updates on this matter. The Board's counsel was not able to attend the meeting and Patricia Davis-Oliva attended on her behalf. Ms. Davis-Oliva explained that the Division of Professional Regulation was finalizing procedures for ticketing for unlicensed practice. This matter will be further discussed if needed at the January meeting.

Discussion on Regulation Changes to Address Requests for Extensions to Complete Continuing Education

Mr. Jennings provided a draft of suggested revisions to the section of the rules and regulations concerning Continuing Education. Mr. Jennings suggestions included clarification of acceptable Continuing Education Hours (CEH). Mr. Jennings asked that Board members review the revisions and be prepared to discuss further at the January Board meeting.

Discussion on Regulation Changes to Include the Use of Electronic Seals

Mr. Jennings suggested the Board consider adopting regulations regarding the use of electronic seals similar to what Pennsylvania has done. Ms. Jerman will send a copy of Pennsylvania's regulations on this subject to Board members for review in advance of the January meeting and this subject will be further discussed at that time.

New Business

Discussion of Board Position on 24 Del. C SS 303(b)(5), Exemptions to the Practice of Architecture, in Relation to the Sussex County Building Code

This matter was tabled until the January meeting.

Discussion of Board Newsletter and Other Communications

Mr. Mateyko discussed items that the Board would like included in a newsletter such as new continuing education requirements, audits, fines, use of the architects seal, information regarding the process of sharing licensee disciplinary actions between states, and other recent rules and regulation changes. He asked that the newsletter be sent out to all licensed architects in Delaware. Mr. Freemark stated that he feels the Board should include an article about the Board's consideration to audit a hundred percent of licensees in the future. Mr. Jennings agreed to draft a vignette about the responsibility of licensees regarding continuing education for the newsletter.

New Complaints to Assign a Contact Person

There were no new complaints.

Ratification of Certificate of Authorization Application(s)

Mr. Wilson made a motion, seconded by Ms. Kaza to ratify the Certificate of Authorization issued to Strada Architecture, LLC; HMD Group, PA; and Highland Associates, LTD. The motion carried unanimously.

Ratification of Reciprocity Applications – NCARB Certificate

Mr. Freemark made a motion to ratify the applicants by NCARB certification, seconded by Mr. Schorah seconded. The motion carried unanimously.

Steven Cechvala
Bhatti Khalid
Louis Chiodini

Charles Wilson
Amy Bechard
Anthony Schirripa

Seth Wentz
James Bell

Review of Application to Sit for ARE Exam

Mr. Jennings reviewed the application of Sumangala Sanakal for approval to sit for the ARE in Delaware. Ms. Sanakal has previously tested and passed portions of the ARE in Pennsylvania. Mr. Jennings stated that the application was complete and made a motion to approve Ms. Sanakal to sit for the ARE, seconded by Mr. Freemark. The motion passed unanimously.

Other Business Before the Board (for discussion only)

The Board has several members whose terms will be expiring soon. Board members expressed concern with the statutes current language which states that a Board member is not eligible to serve once their term has expired. Ms. Davis-Oliva explained that there is a state constitutional provision that public officers shall hold their respective office until their successors shall be duly qualified. Ms. Davis-Oliva explained that the Attorney General's office has stood by this and that Board members may continue to hold over until they are reappointed.

Public Comment

There was no public comment.

Next Scheduled Meeting

The next meeting will be held on January 15, 2014 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

With no further business before the board, Mr. Freemark made a motion to adjourn the public meeting, seconded by Mr. Jennings. The motion carried unanimously. The meeting adjourned at 2:30 p.m.

Respectfully submitted,



Meaghan Jerman
Administrative Specialist II